



NASA Headquarters  
Washington, DC 20546

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HQOWI8683 - M019  
REVISION B  
JUNE 7, 2000

# Code M Traffic Model Planning Process for the International Space Station

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**Code M  
Traffic Model Planning Process  
for the International Space Station**

Approved and signed by

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#### DOCUMENT HISTORY LOG

Status (Draft/ Baseline/ Revision/ Canceled)	Document Revision	Effective Date	Description
<b>Baseline</b>		<b>1-7-1999</b>	<b>Baseline</b>
<b>Revision</b>	<b>A</b>	<b>04-16-1999</b>	<b>Changes made as a result of DNV Pre-Registration audit. Section 7 modified to agree with Retention Schedule NPG 1441.1B</b>
<b>Revision</b>	<b>B</b>	<b>06-07-2000</b>	<b>Identified quality records in the flow chart, modified the retention schedule and assigned single point responsibility for this process.</b>

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## 1.0 PURPOSE

The purpose of this OWI is to document the process used to develop the Code M Traffic Model for the International Space Station (ISS). This is integrated with the annual NASA Partner Utilization Plan (PUP), documenting the 5 year utilization activities.

The Associate Administrator (AA) for the Office of Space Flight (OSF) is responsible for maintaining this document. The controlled version of the manual is available on the world wide web (WWW) via the HQ ISO 9000 Document Library for the ISO 9000 QMS at <http://hqiso9000.hq.nasa.gov>. By definition, any printed version of this OWI is uncontrolled. Any proposed revision to this manual is submitted by the AA for OSF or his designee. The AA for OSF or his designee, authorizes approval of the revision after an internal review by the Document Control Board.

## 2.0 SCOPE

This OWI prescribes the process used by personnel within NASA Headquarters, Code M to develop the annual Code M Traffic Model.

## 3.0 DEFINITIONS

The following definitions and acronyms are used in this OWI:

Code M Traffic Model - The plan for Code M sponsored payloads to arrive at and return from the International Space Station

ISSPO - International Space Station Program Office at JSC

MER - Mission Evaluation Request - Data forms for entry into the mission requirements database

ISS Traffic Model Integrator - OSF employee responsible for this OWI

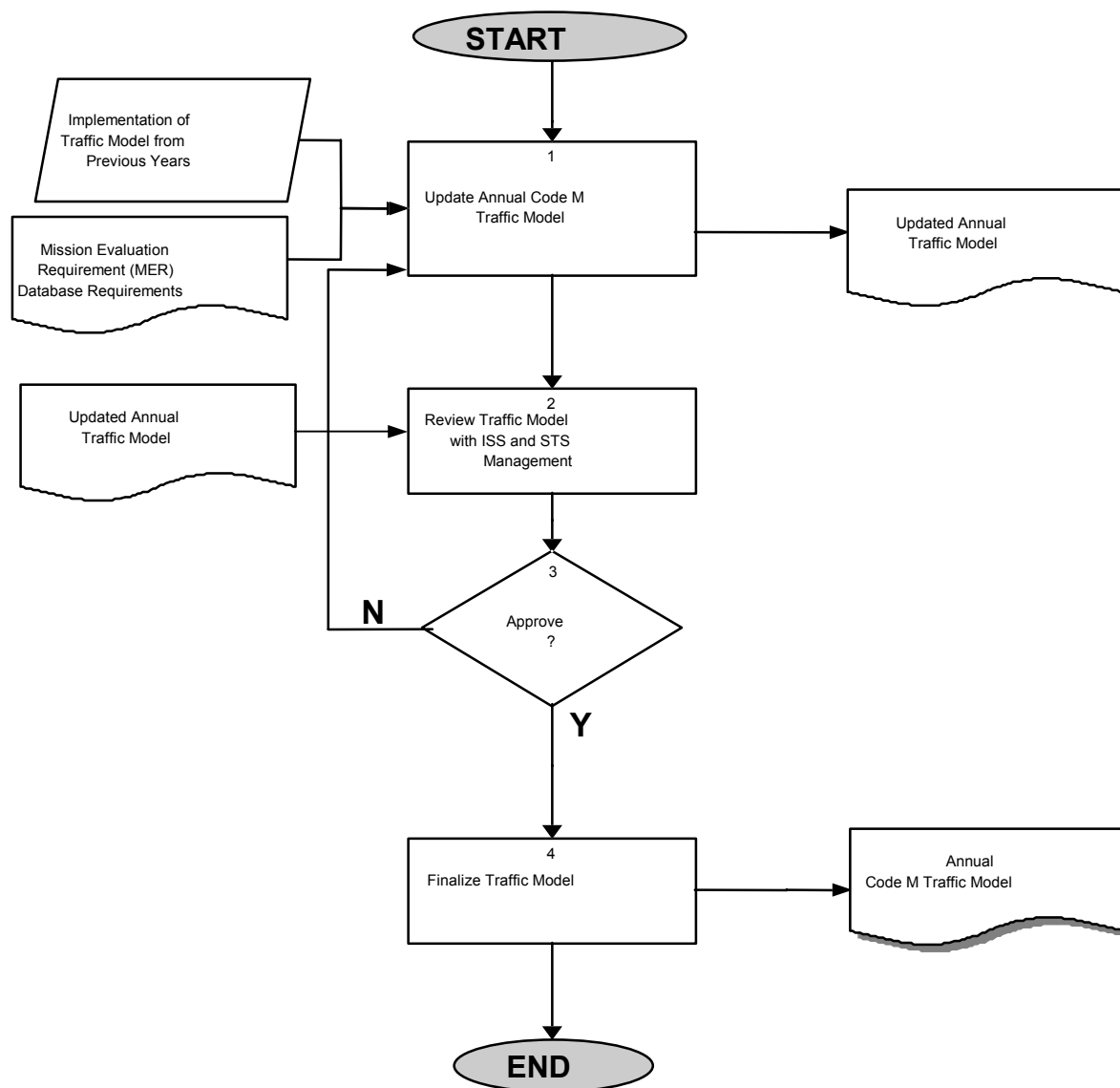
## 4.0 REFERENCES

HQOWI8683 – M021 HEDS ISS Strategic Utilization Planning Process

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## 5.0 FLOWCHART

The flowchart depicts the process of maintaining the Annual Code M Traffic Model.



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## 6.0 MAINTAINING THE CODE M ANNUAL TRAFFIC MODEL PROCESS STEPS

### Flowchart

Reference	Actionee	Action
1	ISS Traffic Model Integrator	Update the Annual Code M Traffic Model using the MER database requirements and the information from the implementation of the Traffic Model from the previous year.
2	ISS Traffic Model Integrator	Review the updated traffic model with ISS and STS managers to obtain their approval.
3	ISS Traffic Model Integrator	If management approval is not obtained, the traffic updated traffic model must be reworked. If approval is granted, processing continues.
4	ISS Traffic Model Integrator	Finalize Code M Annual Traffic Model

## 7.0 RECORDS

The Code M records, associated with this process include the following:

RECORD IDENTIFICATION	OWNER	LOCATION	RECORD MEDIA: ELECTRONIC OR HARD COPY	SCHEDULE NUMBER AND ITEM NUMBER	RETENTION/DISPOSITION
Annual Code M Traffic Model	ML	ML	Hardcopy	Section 7 item 4,C	Destroy 2 years after supersession or completion.